



TO: Chief Executive Officers
Chief Instructional Officers
Chief Student Services Officers
Chief Business Officers
CCAP Program Contacts

FROM: John Stankas, Vice Chancellor of Educational Services and Support
Equitable Student Learning, Experience and Impact Office

RE: Guidance Memo - Senate Bill 1244, Pupil instruction: dual enrollment: College and Career Access Pathways partnerships

Background

Senate Bill 1244 (SB 1244) was signed by the Governor and Chaptered into the California Education Code 76004 on Sept. 27, 2024, and will be effective Jan. 1, 2025. It introduces significant amendments to the College and Career Access Pathways (CCAP) program outlined in California Education Code Section 76004. These amendments expand the flexibility of community college districts and local education agencies in establishing and amending CCAP agreements.

Requirements Under New Law

This bill requires a community college district to allow an existing CCAP partnership to be amended, or a new CCAP agreement to be established, with a school district or county office of education and a community college district outside of the primary community college district's service area, if one of the following conditions are met:

- The primary community college district has declined a request from the school district or county office of education; or
- The primary community college district has failed to act within 60 calendar days of a request by the school district or county office of education, to either amend into the existing CCAP partnership the requested courses, or to approve another community college district to enter a CCAP partnership to offer those courses.

Chancellor's Office Guidance

- This bill establishes a process for high school districts to enter a CCAP agreement with another community college district outside of their service area.
- This is not intended to disrupt your current partnership with a local school district, nor should it be construed as an indication that your partnership is ineffective.
- SB 1244 aims to provide greater course access to students if your community college district is not able to provide it.
- Community college districts should continue collaborating with their high school districts within their service area to ensure that high school students have equitable access to dual enrollment opportunities.

Recommended Action for Community College Districts

1. Formal Submission Process:

- a. Community college districts should create and clearly communicate with partners a formal submission process for amending or establishing CCAP agreements including:
 - i. How the request should be submitted (e.g., email, letter, etc.).
 - ii. Who the request should be submitted to (e.g., Community college district Chancellor, President/Superintendent, or their formal designee).
- b. Timely Responses: Ensure timely action (within 60 calendar days) on all school district and county office of education requests related to CCAP agreements to maintain compliance.
- c. Service Area Coordination: Communicate with school district superintendents and county offices of education superintendent of schools or their formal designee to clarify roles and responsibilities, ensuring no duplication or confusion about partnership authority.

2. Documentation and Communication:

- a. Community college districts should maintain clear records of correspondence related to CCAP requests, including submission dates, response timelines and outcomes.

3. Inform Educational Partners:

- a. Share this guidance with relevant institutional staff and external educational partners to ensure alignment with the new legislative provisions.

For questions concerning this memorandum, please contact:

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